

ADMISSION APPEALS

We understand that not receiving an offer of a school place at your preferred school can be disappointing. If your child has not been offered a place at our school, you have the legal right to appeal this decision to an independent appeal panel that is separate from the school and the admissions authority.

This page explains:

- How to appeal
- The deadlines and timeline associated with the appeals process

1. How to lodge an appeal

To submit an appeal please complete the form attached and return it to St Michael Catholic Primary and Nursery School.

Please include any supporting evidence you wish the panel to consider with your appeal form.

2. Appeals timetable and timeline Event	Date/Timeline
Main admissions round -National Offer Day	Friday 16 January 2027
Deadline for lodging an appeal for applications made in the normal admissions round	Monday 17 th May 2027
Appeal Hearings heard for applications made in the main admission round	Within 40 school days of the appeals deadline.
Deadline for lodging an appeal for in-year applications	Within 20 school days from the date of notification that your application was unsuccessful.
Late applications for the main admissions round – appeals heard	Within 40 school days of the appeals deadline, where possible, or within 30 school days of the appeal being lodged.
In year applications – appeals heard	Within 30 school days of the appeal being lodged.
Appeals clerk sends parents/carers notice of the deadline date for the submission of additional evidence and the appeal hearing date and time	At least 10 school days before appeal hearing
Appeals clerk sends appeal papers to parents, admission authority/school and panel members	At least 5 school days prior to the hearing date.
Decision letter is sent to parents/carers and admissions authority/school.	No later than 5 school days before the appeal hearing or, in the case of multiple appeals, within 5 school days of the last appeal hearing